

## FREQUENTLY ASKED QUESTIONS

1. Do I need a permit for a residential pole barn?

Any structure 200 square feet or over requires a permit, including pole barns. (Any size structure with electrical added must be permitted).

2. Can a homeowner apply for a permit to finish a basement?

Homeowners are allowed to apply for a permit for any new structure as well as remodeling, renovating, or finishing a basement.

3. Is a building permit required to replace a hot water heater?

Yes. A next day permit may be obtained in a case of emergency replacement of a hot water heater.

4. Is a residential permit required for a metal storage building purchased from Home Depot or Lowe's?

A permit is required for any structure 200 square feet or over or any structure 200 square feet with electrical, plumbing or mechanical installed. Structural calculations must be submitted along with to scaled drawings for the plan review.

5. Is a permit required for interior projects that are limited to painting, tiling, carpeting, and/or trim work?

No permit is required for cosmetic work where the structure is not being altered in any way.

6. Where can I find code information?

Code information is available from the Department of Community Affairs (DCA). Clarification or interpretation of the code may be discussed with an inspector who is available in the office from 8:00 to 8:30 or 4:30 to 5:00 Monday thru Friday.

7. Is a permit required for door or windows requiring structural alterations?

Yes, unless same size windows and doors are installed.

8. Do I need a permit to replace the handrails on my deck?

Yes. A permit is required to replace or repair a deck including handrails.

9. Is a permit required for a residential roof?

A permit for a roof is only required if new roofing material is not identical to the existing roofing material and/or the replacement of structural sheathing (e.g. plywood, OSB, etc.) exceeds 128 square feet.

10. How long are permits valid?

Permits expire after 6 months or 6 months after the last approved inspection. A permit can be reinstated one time by paying half of the original permit fee. A permit extension can be requested prior to expiration by submitting a letter to the Building Official describing the reason the extension is being requested. This extension is only allowed one time without fee and the permit extended by 180 days.